Thursday, November 14, 2013 (**ACCESS: ReadyTalk; toll-free** 866-740-1260 / **Access code** 2069396#)

1:00 p.m. to 3:00 p.m.

LAUC President Nick Robinson called the meeting to order at 1:02 pm.

1. Roll Call (A. Boyd)

Present: Nick Robinson (President 2013-14), Keri Botello (Past President 2013-14), Matt Conner (Vice President/President-Elect 2013-14), Angela Boyd (Secretary 2013-14), Lynn Jones (LAUC-B), Matthew Conner (LAUC-D), Brian Williams (LAUC-I), David Cappoli (LAUC-LA), Elizabeth McMunn-Tetangco (LAUC-M), Michele Potter (LAUC-R), Roger Smith (LAUC-SD), Evans Whitaker (LAUC-SF), Angela Boyd (LAUC-SB), Dean Rowan (Parliamentarian), Cynthia Johnson (SLASIAC), Lisa Rowlison de Ortiz (SAG1), Susan Perry (SAG2), Angela Riggio (SAG3).

Absent: Christy Caldwell (LAUC-SC), Susan Mikkelsen (LAUC-M), Elizabeth McMunn-Tetangco (LAUC-M), Debbie Murphy (LAUC-SC), Polina Ilieva (LAUC-SF),

2. Announcements (N. Robinson, K. Botello)
1. Lynn mentioned that Annette Marines from UCSC lost her husband. She suggests we send a card, letter of condolence to her on our behalf.
2. **ACTION ITEM**: N. Robinson will send a condolence card to Annette Marines on behalf of LAUC Exec.

3. Approval of 10/10/2013 minutes (A. Boyd): Approved
1. **ACTION ITEM**: A. Boyd will send the 10/10/13 minutes to the webmaster to upload.

4. Review of Action Items from October Minutes (A. Boyd)
1. **A. Boyd** will send the 9/12/13 minutes to the webmaster to upload. (Done)
2. **N. Robinson** will write up a statement of the communication procedures and say that the executive board is supportive of these. Will incorporate this statement in a message to the CoUL with other updates. Hopefully, the coordinating committee will be fine with this. We may need to address any concerns, if they have any. (Message to CoUL sent. Report on conference call with coordinating committee will follow in today's agenda.)
3. **N. Robinson** will charge this year's Research & Professional Development committee with the same charge as last year. (Done)
4. **M. Connor** will issue the call and calendar for research and presentation grants by end of this month. (Done)
5. **N. Robinson** will charge the Committee on Professional Governance with input from Dana Peterman (current chair), past chair, Yolanda Blue, and parliamentarian, Dean Rowan. They will be consulting with the parliamentarian to propose changes to LAUC bylaws and standing rules to fit current practices and procedures. Things that have changed need to be reflected in our bylaws and rules. (Done)
6. **N. Robinson** will issue a charge to the Committee on Diversity with input from Marlayna Christensen (current chair) and past chair, Matt Conner. The charge will include some role in relation to the proposed website that's intended to showcase UC librarians. (Done)
7. **K. Botello** will send out the letters of appointment to the Nominating Committee shortly. (Done)
8. **N. Robinson** will charge an ad hoc team to investigate options for a website platform, hosting, and to assess the scale of a project to redesign the architecture of the whole website. It will possibly be a 3-person team lead by Julie Lefevre. We will solicit volunteers from the membership. (Done)
9. **N. Robinson** will send a call of volunteers (to work on the website) to the exec board, who would then forward the call on to membership. Nick wants a short turn around to create the team and will then give them 2-3 month timeline. (Done)
10. **N. Robinson** and **M. Conner** will work on the assembly location next. (Done)

5. Systemwide Committees / Appointments (N. Robinson)
1. **Research Program Ad Hoc Committee (N. Robinson)**
   1. The committee was charged Dec 2012 to look at alternative processes and procedures to our research grant program and make recommendations. Office of the President has approved the proposal. The committee will work on the implementation of the changes. LAUC has the sole authority to approve proposals. LAUC will also have the ability to fund grants the same year the applications are received. Implementation will begin next fiscal year. This year, there is one adjustment made; we will impose a cap on application for research grants for $3000. This is a strategy to address the funding shortfall.
2. **Research & Professional Development Committee (N. Robinson)**

1. M. Conner has nothing new to report. Final call will be Nov 22. Action will happen in January when divisions will turn in the proposals.
3. **Committee on Professional Governance (N. Robinson)**
    1. Committee has received the charge. In addition to the general charges, there is a specific charge to consult with the LAUC parliamentarian and propose changes to the LAUC Bylaws and Standing Rules to fit current LAUC practices. They will give a preliminary report to N. Robinson by January 31, 2014.
4. **Committee on Diversity (N. Robinson)**
    1. Specific charges were added to follow up on the diversity survey report. They will pursue new sources for regional data; report is due January 31, 2014.
5. **Nominating committee (K. Botello)**
    1. During the October, 2013 Conference Call, Keri reported the names of the LAUC Nominating Committee to the Board: Bob Heyer-Gray from UC Davis and Dana Jemison from UC Berkeley.   Shortly after the call, Dana Jemison resigned from the committee due to a change in position with UC. LAUC President Nick Robinson appointed Pauline D. Manaka from UC Irvine to the Committee.

        The Nominating Committee will have a conference call on Friday, November 15th to discuss the upcoming election, review information provided by the LAUC 2013 Nominating Committee, and set an agenda for its work. A report of the call will be shared during the LAUC Exec December, 2013 conference call.

6. **Advisory Groups**
   1. **SLASIAC (C. Johnson)**
   The in-person SLASIAC meeting focused on the following topics: implementing the Open Access Policy; subgroup's work on updating the UC Copyright policies; CDL's Annual Report; CoUL's Systemwide Plan and Priorities; systemwide e-book licensing.

   Catherine Mitchell reviewed the timeline for implementing the OA Policy and discussed how the Office of Scholarly Communication's website would be used to help provide information about the Policy. The Copyright discussions revolved around updating the policies so that they are (potentially) more similar to other major universities policies and to help clarify the UC policies. Laine Farley reviewed some of CDL's highlights from last year, and also reviewed how the budget looks. UCOP has asked for budget cut scenarios. The 5% budget cut scenario would involve reducing one-time content fund by $640k. The UL's plan and priorities haven't changed much in terms of vision, but there are specific items for the Libraries to focus on are in the new Plan & Priorities, including digitization; data curation; born digital; exploring possibility of single federal depository collection. A faculty member on SLASIAC asked if we could make building an addition to SRLF a higher priority. Ivy Anderson provided a brief over about e-book licensing and some of the issues with systemwide licensing.
   2. **UCOLASC**
   N. Robinson attended a daylong meeting in Oakland on Oct 25. There was talk about the OA policy. This policy only applies to members of the academic senate. There is a presidential policy that is being worked on that would apply to all personnel. CDL gave a presentation on data services, journal negotiations and OA implementation. One question that came up was whether the OA policy only applies to UCLA, Irvine, and UCSF. After the meeting, the answer from Catherine Mitchell was that since faculty from all 10 campuses are free to participate now, and since they may hear from publishers about the waiver, CDL would love for all 10 campuses to embed advertisements on their websites now.
   3. **SAG1 -** Scholarly Research & Communication **(L. Rowlison de Ortiz)**
   SAG1 met 10/16/2013 via conference call. A presentation on the UC3 "DataShare" service was given by Patricia Cruise of CDL (and SAG 1 member). They are currently partnering with the UCSF Library and the UCSF Clinical and Translational Science Institute on a local implementation of DataShare for use by the Institute. See: http://ctsi.ucsf.edu/topics/datashare-project. UC3 is looking for additional partners for the next round of development/implementation.

   Over the past few weeks each campus has shared their plans for Open Access Week with the rest of the SAG.

   The SAG continues to move forward with its plan to conduct an environmental scan of campus eResearch infrastructure/services.
   4. **SAG 2 - Access, Discovery & Infrastructure (S. Perry)**
   The SAG2 group is now regularly posting our public minutes to the UCOP website at: http://libraries.universityofcalifornia.edu/sag2/meetings

   I encourage all LAUC members to read them and contact me with questions or concerns. In the last couple of meetings we've discussed the UC Shared Images work group. This group seems to straddle the line between an operating team and common knowledge group. SAG2 decided to recommend that they go through the process to

propose a new common knowledge group. We've received an update on the work of the UC Libraries Digital Collections team. SAG2 will also have a member be a liaison to the SAG3 group looking at a shared ILS.

5. **SAG 3 -** Collection Building & Management **(A. Riggio)**
Items being discussed and acted upon include:

NGTS Pilot for Shelf Ready Task Force: evaluated the TF Report and concluded that there was no real cost-savings involved in moving forward with a consortial pilot. SAG 3 will collect an inventory of campuses currently involved with shelf ready programs and will distribute that information.

POT 7 LT2 Report: a separate meeting to discuss and prioritize the report recommendations is scheduled for November 13; will add discussion of the current Bibliographer Groups and their charges, scope and membership.

Shared ILS: a survey to collect campus information is being drafted for distribution; a SAG 2 representative will be assigned to the ILS subgroup to add exploration of the discovery side to the project.

Shared Print Strategy Team and a Shared Print Operations Team: both were endorsed by CoUL, along with prospective members for each team; SAG 3 will coordinate team appointments.

Collection Licensing Subgroup: has been updating SAG 3 with their activities.

Please refer to meeting minutes—October's minutes should be posted soon:
http://libraries.universityofcalifornia.edu/sag3/meetings

7. **Continuing Business**
   1. **LAUC reps to SAGs: roles, responsibilities, communication procedures**
   When is it appropriate for SAG reports to go out to the general membership? There was a meeting with the coordinating committee, SAG representatives, N. Robinson and K. Botello. LAUC Reps to the SAGs will continue to report to Exec Board at monthly meetings. The coordinating committee wants to produce official minutes before the LAUC Exec Board minutes are posted for members. There will now be a 2-week after meeting to publication turn around time for the SAGs. The Exec Board will retain the authority to follow up on anything that the LAUC reps to the SAGs report, including seeking timely input from membership without waiting until next month's publication of the Exec Board minutes. The coordinating committee just issued the first bimonthly report and cc'ed N. Robinson to distribute to LAUC.

   Current practice for appointing members to project teams was discussed. Exec Board will advocate for open calls for volunteers to be on project teams. Advantages: with declining numbers there are fewer people to fill positions; new people with new skills are needed; open calls are the best way to solicit interest from the widest pool of members.

   Responsibilities of LAUC reps were discussed. Reps are primarily focused on how to get LAUC members involved in UCLAS activities, including affiliated members.

   2. **Website (N. Robinson)**
   LAUC Website Review Ad Hoc Committee will assess the current site and make recommendations about the functionality and architecture. N. Robinson sent out a call for volunteers. Julie Lefevre and Chuck Huber will be on the committee. Someone from UCOP will be a consultant to work with the ad hoc committee. They will report to the Exec Board on February 6, 2014.

   Volunteers for Executive Board subcommittee will work on the new "meet our members" section. David Capolli is chair. Matt Conner is a member. Carla Arbagey is the liaison from the Diversity Committee. Report is due on January 9, 2014.

   3. **Assembly Planning (M. Conner)**
   The assembly will be on April 23 at the Buehler Alumni Center, which is on campus. Operation is being coordinated by Karleen Darr.

   Census of delegates is on the website. These people will be funded for travel to the assembly.
   ACTION ITEM: (All Divisional chairs) Contact the delegates and make sure they are aware of this April 23rd date and ask them to hold it on their calendar.

   Program Planning for Assembly (N. Robinson)
   Possible agenda items include:

1. Bylaws provisions that might be reported on by CPG.
2. We may be able to share the "meet our members" section of the new website.
3. We could check in on the new advisory structure and report on how it's working.
4. Affiliated librarians may inform delegates on activities going on in affiliated libraries.
5. Discussion of divisional involvement in library reorganization and revisioning.
ACTION ITEM: (All Divisional chairs) Ask divisional chapters for feedback on these ideas and for more ideas.

8. New Business (N. Robinson)

1. Professional Development Funding and Utilization

Berkeley has done a spending survey to find out how much people spend on professional development. There seems to be a lot of interest because our new contract does not include more funding for professional development.

UCD charged their professional issues committee with looking for professional development opportunities. Designed to increase funding by various procedures; as a result, the research committee is going to be monitoring the usage of this new funding. So there should be more data at the end of this year.

There may be interest in doing a systemwide survey. It is unclear how best to organize this and when.

ACTION ITEM: (N. Robinson) Keep systemwide survey idea for future agenda item.

2. Impact of New MOU on Local Review Procedures

Questions from the local divisions:
Berkeley and Davis are wondering when this goes into effect.
UCSC and UCLA are moving forward like this procedure is already in effect.
Library HR at UCLA is going to reissue all of the letters it sends to librarians that are up for review.
There's a bit of uncertainty and anxiety about this.
The Academic Personnel Office from UCOP will offer training sessions at UCSD (Dec 3), UCI (Dec 4), UCLA (Dec 5), and UC Berkeley (Dec 9, 10 & 11 in the north).

9. Campus Round Robin:

UCB:	Jesse Silva will be returning in January as the US Government docs specialist and selector for Political Science.
	Susan Powell has accepted a position as the GIS/Maps librarian, also starting in January.
	Recruitments are underway for the head of International and Area Studies, and a Rare Books librarian. A new position has been posted for an Earth Sciences and Physical Sciences librarian.
	Berkeley will switching from open source Library a la Carte for subject and course guides to LibGuides in 2014.
	The LAUC-B biennial conference was held on October 25. Making it count was a great success-- high attendance and good reviews.
UCD:	At UC Davis, our reorg is rolling along. We have two LAUCD workshops planned to discuss it as well as a presentation by Karen Schneider, UL at Holy Names University, who will describe a grant she has been awarded by the IMLS on teaching technology.
	Launched a recruitment for a Deputy University Librarian. The UL will be the outward facing, grant getting, relationship building, and strategic visions part of the job where the DUL will be doing more of the in-house management and assessment.
UCI:	December 13 – Information Literacy workshop that is open to all UC librarians. ½ day workshop.
UCLA:	The Law Library is recruiting for a Research Services Librarian in the Law Library - https://recruit.apo.ucla.edu/apply/JPF00113. In addition to handling research requests, the position assists in managing the library's Research Assistant program. During the Committee on Library and Scholarly Communications meeting, the issue of space planning was discussed and in a separate meeting the UL noted that in the coming months she will likely need LAUC-LA's advice. A meeting with Library Human Resources, the UL, the Chair of the Committee on Appointments, Promotions & Advancement (CAPA), and the Chair of LAUC-LA, will soon be scheduled to try and answer some of the many questions that the members have

	regarding the new contract and how it will impact the peer review cycle.
UCM:	
UCR:	We are in the middle of two recruitments (currently interviewing for AUL of Collections and Scholarly Communications) and beginning three more. The Joan Lippincott event went very well and the archived video is available at http://library.ucr.edu/news/article/1041 . Our various committees are getting ready to take a look at all of our peer review documentation in light of the new MOU, and we are all scratching our heads about what to do for librarians who would be going for Distinguished status in this review cycle.
UCSB:	UCSB Library is currently looking into subscribing to LibAnalytics or Desk Tracker. If other campuses have advice on these or other vendors, please let me know.

UCSB Library is in the very early stages of forming a Library Safety & Security Committee. This was determined to be especially prudent considering we are under construction.

The department of Special Collections has been renamed Special Research Collections.

Recruitments are underway for the following positions: Government Data & Information, Performing Arts Cataloger/Metadata Librarian, and Head, Special Research Collections.

Work now under way to build the platform for our new digital library. A working group has been formed to advise the first phase of development of the re-introduced and expanded Alexandria Digital Research Library (ADRL). ADRL will be a major repository-based research collection replacing the previous Alexandria Digital Library. Phase One of this project is expected to conclude in January of 2014 with initial content offerings delivered via a web-accessible and searchable interface.

A Student Training Advisory Group has been formed. They have conducted a complete review and update of the Student Employee Manual and are currently working on a training module entitled "Working in the Library" which covers both the logistics of employment and 'soft skills' and expectations held for student employees regardless of which department they report to. This will free up supervisor time to conduct job-specific training while knowing that all student employees have been given the basic information they need to be successful as a Library employee.

The Employee Engagement Team has been formed and charged with working to create an environment that identifiably values and supports employee engagement and promotes internal programs and events for Library employees.   Their efforts may include an employee recognition system and on-boarding/orientation programs.

A Learning & Growth Speaker Series is in the development stage to begin in late January 2014 – watch for further information! |
| **UCSC:** | No news from UCSC this time. |
| **UCSD:** | Campus membership meeting over ARPM revisions; now out to a vote with membership locally.

Training session demystifying the research and professional development grant process. |
| **UCSF:** | |

Meeting adjourned at 2:37 pm.

Next Exec Board call	December 12 (1-3 pm)

Minutes submitted by Angela Boyd, 11/14/13
Approved 12/12/13